

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday April 25, 2023 - 8:00 A.M.

101 Garfield Avenue, Menasha WI 54952

AGENDA

1. ROLL CALL

2. APPROVAL OF MINUTES

- March 28, 2023 Regular Meeting.

3. CORRESPONDENCE

A. NMSC Treatment Facility Overflow Public Notice.

RE: Neenah-Menasha Sewerage Commission Wastewater Treatment Plant experienced a Treatment Facility Overflow event from 11:45 p.m. March 31st 2023 to 2:25 a.m. April 1st 2023.

4. OLD BUSINESS

5. NEW BUSINESS

- Operations, engineering matters -

A. McMahon Associates Report – Update and discussion on the following projects with potential action to be taken based on discussions held:

1. Phosphorus Removal & UV Disinfection Equipment.
2. Preliminary User Charge Rate Study related to Phosphorus Removal & UV Disinfection.

B. McMahon Invoices

#930227	Plant Re-Rate Study	\$ 1,311.00
#930228	Boiler Replacement Project	\$ 440.00
#930229	Filter Addition Project Preliminary Rate Study	\$ 775.50
#930250	WWTF Air Permit	\$ 346.00

C. Discussion and potential action regarding bio solids hauling and sludge storage options.

D. RIO Operation and Compliance Software – Discussion and potential action to be taken based on discussion.

E. Operating Report for March 2023

1. Operating Report.
2. Equipment and Grounds Report.

- Budget, finance matters -

F. Accountant's Report for March 2023.

1. Financial Statements.
2. Cash & Investment Report.

G. Update and Discussion on Contract Renewal for the Wastewater Service Agreement between Sonoco/U.S. Paper Mills and the NMSC; with Potential Action(s) to be taken on matters discussed.

H. MCO Invoices.

#29582	May 2023 Contract Operations	\$ 142,367.48
#29627	Use of MCO Vehicles – March	\$ 475.03

I. Vouchers – Operating and Payroll Vouchers #139783 thru #139832 in the amount of \$365,700.64 for the month of March 2023.

6. OTHER BUSINESS TO COME BEFORE THE COMMISSION

A. Appointment of Deputy Secretary.

B. Appointment of Deputy Treasurer.

7. ADJOURNMENT.

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday March 28, 2023

Meeting was called to order by Commission President Youngquist at 8:00 a.m.

Present: Commissioners Forrest Bates, Steve Coburn, Mark Mommaerts, Corey Gordon, Greg Weyenberg, Dale Youngquist, Raymond Zielinski; Manager Paul Much; Accountant Roger Voigt, Accounting Clerk Melissa Starr.

Excused:

Also Present: Amber Drewieske (CLA), Rob Franck (MCO), Randall Much (MCO), Chad Olsen (McMahon)

Public Forum

No one in attendance for the Public Forum.

Minutes

February 28, 2023 Meeting minutes. Motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the February 28, 2023 regular meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

March 20, 2023 letter from Lisa Miotke, WPPI Energy to Rob Franck, NMSC Maintenance Manager.
RE: System-Wide Distributed Generation Test Results-March 8, 2023

2022 Financial Audit Report

Amber Drewieske (Clifton Larson Allen LLP) presented and discussed the 2022 financial audit. The first item reviewed was the bound document containing the Financial Statements and Supplementary Documents. The independent auditor's report found on pages 1 & 2 provide a clean unmodified opinion; Amber also discussed Internal Controls, operating results, and referred to additional information found in the notes and financial statements. Amber then referenced the Management Communications (stapled document) which provides communications to the Commission and summary financial results for 2022. After discussion, motion made and seconded by Commissioners Bates/Zielinski to accept and approve the 2022 Financial Audit Report as prepared by Clifton Larson Allen LLP. Motion carried unanimously.

Old Business

There was no old business to be discussed.

New Business

Operations, Engineering, Planning

McMahon Associates Report – Update and discussion on the following projects with potential action to be taken based on discussions held:

1. Phosphorus Removal & UV Disinfection Equipment.
Chad Olsen reported this is currently on hold.

2. Preliminary User Charge Rate Study related to Phosphorus Removal & UV Disinfection.

Prompted by questions about the loading numbers used in the rate study, Accountant Voigt reviewed the average loadings and sent the information to Chad Olsen. Chad shared he received a request for a copy of the pdf from the City of Neenah. It was determined the loading numbers will be updated and then the pdf will be sent out.

McMahon Invoices

#929942	Filter Addition Project Rate Study	\$1,057.50
#929943	Boiler Replacement – Construction Phase	\$ 477.00
#929944	Plant Re-Rate Study	\$ 381.00
#930040	Air Permit-Inventory and Reporting Assistance	\$ 519.00

Motion made and seconded by Commissioners Coburn/Bates to approve payment of invoices #929942, #929943, #929944, and #930040. Motion carried unanimously.

RIO Operation and Compliance Software – Discussion and potential action to be taken based on discussion.

Manager Much reported on Hach's newest data management software, RIO, as a replacement for the Ops32 data management software since it is no longer supported. RIO is cloud-based, which will streamline some processes and allow those out in the field to upload data remotely. The quote provided by Hach includes importing all historical data from Ops32 into RIO, setup, and training of staff. The annual subscription fee is around \$10,000 with support as needed. The question of who owns the data once it is in RIO, and what type of cybersecurity is included since it is cloud-based were raised. Manager Much said he will follow up with our Hach representative to get more details and will bring it to the next meeting.

Operating Report for February 2023

Operating Report. Manager Much reported operations are being converted from winter back over to summer. Due to the high flows, the presses were run to get the mixed liquor volatile suspended solids down. Tried to run two centrifuges and the centrate line backed up. Speedy came to clean, and had staff available 24 hours to keep centrifuges going. In cleaning the pipes a dip in the centrate line was discovered. Televised the line and found pipe to be clean from the building, but due to the 90 degree angle of the dip, unable to televise that portion of the line to see if there is a buildup. Manager Much is looking at various options to determine if there is buildup in the centrate line before digging it up. Plans to increase chemical feed to try to help. Chad Olsen said he will look at the drawings and come up with some ideas to share at the next meeting. The agreement to extend the existing agreement with Gizmo Farms will be put on next month's agenda for approval. The commission has the option to cancel if another option is found. Chad Olsen will help put a request for proposal together for sludge hauling. Will also be looking at option to purchase land to haul and apply the sludge. Manager Much will be checking with Appleton regarding the RFPs they had sent out for sludge hauling. The extension agreement will be sent to Marek for review, and it will be added to next month's agenda for further discussion and possible action. Randall Much reviewed history of how the current storage building and sludge hauling came into existence.

Equipment and Grounds Report. Rob Franck reported on Equipment and Grounds items. Provided additional details on: Final Effluent Pump 2 is in operation. Flows are on the higher end with the peripheral rain and snow melt. High flow procedures were reviewed and updated. The effluent pumps did not run due to a controller failure on 3/18, the spare controller was installed. The new DO meters arrived and are being installed as time and weather permit. Three of nine are complete so far. The 3-year generator agreement with Cummins came up for renewal. The cost increased a little over 9% but is still within budget. After discussion, motion was made and seconded by Commissioners Weyenberg/Bates to accept the Operations Report and Equipment & Grounds Report. Motion carried unanimously.

Budget, Finance Matters

Accountant's Report for February 2023.

Financial Statements. Accountant Voigt reported the net income for February; March and April should be small losses with the loadings, so the loadings will need to be monitored as the year progresses to determine whether rates will need to be adjusted. The May invoices to users will include charges for the 2022 budget shortfall which they were made aware of. Sonoco has a new manager so bills have been processed slower than usual because they get sent to the corporate office for processing. They have a PO for the year now, so that should help moving forward. Investment rates increases are still up for ICS CDRS and LGIP, but the increase has slowed. The bond payment of a little over \$1 million is due May 1st. The AT&T billing issue is still being worked on with a couple representatives and should be resolved soon. A question arose regarding security services costs.

After discussion, motion was made and seconded by Commissioners Bates/ Zielinski to approve the Accountant's Report for February 2023. Motion carried unanimously.

Update and discussion on Contract Renewal for the Wastewater Service Agreement between Sonoco/U.S. Paper Mills and the NMSC; with Potential Action(s) to be taken on matters discussed.

Chad Olsen reported he will have information to President Youngquist next week.

MCO Invoices.

#29539	Use of MCO Vehicles – February	\$	336.60
#29496	April 2023 Contract Operations	\$	142,367.48

Motion made and seconded by Commissioners Coburn/Bates to approve MCO invoice #29539, and #29496 with payment to be made after April 1, 2023. Motion carried unanimously.

Vouchers. Operating and Payroll Vouchers #139745 thru #139782 in the amount of \$438,593.92 for the month of February 2023. Motion made and seconded by Commissioners Coburn/Bates to approve operating and payroll vouchers. Motion carried unanimously.

Adjournment

Motion made and seconded by Commissioners Coburn/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:28 a.m.

President

Secretary

NEENAH-MENASHA SEWERAGE COMMISSION TREATMENT FACILITY OVERFLOW
PUBLIC NOTICE

Notice is hereby given pursuant of s. NR 210.21 (5) that the Neenah-Menasha Sewerage Commission Wastewater Treatment Plant experienced a Treatment Facility Overflow (TFO) event from 11:45 p.m. March 31st 2023 to 2:25 a.m. April 1st 2023. The overflow was contained within the wastewater water treatment facility property.

The TFO is the result of excessive precipitation on already saturated ground which inflowed and infiltrated into the sanitary collection sewer system of member communities hydraulically exceeding the design capacity of the wastewater treatment plant. Plant staff responded to the high flow conditions which mitigated the impacts to public health, the environment, and property. The TFO event was reported to the Wisconsin Department of Natural Resources pursuant of NR 210.21 (4).

Published by the Authority of the Neenah-Menasha Sewerage Commission.

Sanitary Sewage Overflow Notification Summary Report

State of Wisconsin – Department of Natural Resources

Form 3400-184 (Rev - 07/17)

Notice: An overflow is defined as a release of wastewater from a sewage collection system (SSO) or from a location within a sewage treatment facility (TFO other than a permitted outfall structure) directly to a water of the state or land surface. Pursuant to s 283.55(1)(dm). Wis. Stats NR 201.21(4)(5)(6) Wis Adm.

Sanitary Sewer Overflow (SSO)

Treatment Facility Overflow (TFO)

Code and in accordance with reporting requirements in your WPDES permit, permittees shall submit a written report form for each overflow. This record is used to administer the water quality program, and any personally identifiable information may be provided to requesters as required under the Wisconsin Open Records law (ss. 19.13-19.39, Wis. Stat)

Use one form per SSO location. Submit within five calendar days to your Department wastewater representative. Attach additional information as necessary to explain or document each overflow occurrence. A single SSO may be more than one day if the circumstance causing the overflow results in discharge duration more than 24 hours. If there is a stop and restart of the overflow within 24 hours, but it's caused by the same circumstances, report it as one SSO. If discharges are separated by more than 24 hours, they should be reported as separate SSO's

Notification

DEPARTMENT NOTIFICATIONS

Permittee (Municipality or Facility Name) Neenah-Menasha Sewerage Commission
Permit Number 0026085-09-0
Person Who Contacted the DNR Paul Much
DNR Person Contacted Mark Stanek
Date (mm/dd/yyyy) 4/1/2023 1:03 AM
Within 24 hours? Yes No

PUBLIC NOTIFICATIONS

Date (mm/dd/yyyy) 4/3/2023

How the Public Was Notified

Public notice in the Post Crescent and closing of the nearby Loop the Lake Trail.

Describe the actual or potential for human exposure or contact with overflowing wastewater

Minimal exposure. None of the TFO from the mix liquor channel reached the Loop the Lake Trail or the Fox River. As a precaution, facility staff closed the trail.

OTHER NOTIFICATIONS (if applicable)

Drinking Water Intake Owner

Date (mm/dd/yyyy)

Regional Wastewater Treatment Facility

Date (mm/dd/yyyy)

WET WEATHER INFORMATION (if applicable)

Was this overflow wet weather related? Yes No

Rainfall Start Date 3/31/2023 12:00 AM

Rainfall End Date 4/1/2023 7:45 AM

Rainfall Amount (Inches) 2.00

Contributing Soil or Other Conditions (saturated, frozen, soil type, snowmelt, etc):

Rain and saturated soils from snowmelt

Overflow Details

Location (street address) 101 Garfield Avenue, Menasha, WI 54952

Location (GPS coordinates, WGS84 standard coordinate system):

Latitude (e.g. 43.0753500) 44.1958330

Longitude (e.g. -89.379770) -88.4633330

Overflow Start Date 3/31/2023 11:45 PM

Overflow End Date 4/1/2023 2:25 AM

Duration (Hours) 2.67

Estimated Volume (Gallons)

240,000

Cause (Select all that apply, at least 1 must be checked):

- Rain
- Snowmelt
- Flooding
- Power Outage
- Plugged Pipe
- Broken Pipe
- Equipment Failure
- Contractor Related
- Other

Overflow Occurred From (One must be selected):

- Lift Station
- Manhole
- Gravity Sewer Pipe
- Pressure Sewer Pipe
- River or Stream Crossing
- Permanent Overflow Structure
- Treatment Plant Unit or Pipe

Name Mix Liquor Channel

 Other

Destination (Select all that apply, at least 1 must be checked):

- Ditch
- Storm Sewer
- Surface Water
- Ground

Seeps into soil:

Overflow remained within the

Other

Overflow Explanation (This includes any information, whether the overflow was unavoidable to prevent loss of life, personal injury, or severe property damage and whether there were feasible alternatives to the overflow)

Excessive rain over the past 2 days combined with snowmelt over the past few weeks caused very high flows which hydraulically overloaded the MLSS channel causing it to overflow. The overflow occurred because the MLSS channel is a bottleneck during extremely high flows between the aeration basin and final clarifiers.

Immediate Corrective Action and Steps Taken to Reduce this Overflow Volume and Impacts

Operators setup barriers to try to contain the overflow. As a precaution plant staff closed the Loop the Lake trail which is located near the location of the TFO. The area surrounding the TFO was cleaned by staff after the TFO ceased.

Long term Plan to Reduce, Eliminate, Prevent Reoccurrence of this Overflow

Member Communities have an active I/I program.

Building Backups

Number of building backups occurred

0

List Locations of Building Backups (street address)

Seq No

Submitted By: Paul Much (PaulMuch) on 04/05/2023



APR 7 2023

INVOICE

McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing P.O. Box 1025 NEENAH, WI 54957-1025
PH 920.751.4200 FAX 920.751.4284
WWW.MCMGRP.COM
EIN NO. 39-0735791

Neenah-Menasha Sewerage Commission
101 Garfield Avenue
Menasha, WI 54952-3397

March 31, 2023
Invoice No: 00930227

Invoice Total \$1,311.00

Client No. N0008

Project 09-19-00496 Plant Re-Rate Study
Professional Services from January 29, 2023 to February 25, 2023

Phase 00 Plant Re-Rate Study
Professional Services

	Hours	Amount	
Senior Engineer I	7.00	1,302.00	
Total Services			1,302.00

Reimbursables Units

Auto Mileage	12.0 Miles @ 0.75	9.00	
Total Reimbursables Units		9.00	9.00

Phase Total \$1,311.00

Invoice Total \$1,311.00

Thank you for your business

Authorized
By: _____

Chad Olsen



APR 7 2023

INVOICE

McMAHON ASSOCIATES, INC.
 1445 McMAHON DRIVE NEENAH, WI 54956
 Mailing P.O. Box 1025 NEENAH, WI 54957-1025
 PH 920.751.4200 FAX 920.751.4284
 WWW.MCMGR.COM
 EIN NO. 39-0735791

March 31, 2023

Invoice No: 00930228

Dale Youngquist
 Neenah-Menasha Sewerage Commission
 101 Garfield Avenue
 Menasha, WI 54952-3397

Invoice Total \$440.00

Client No. N0008

Project 09-20-00518 Boiler Replacement Project
Professional Services from January 29, 2023 to February 25, 2023

Phase	02	Preliminary Engineering Services & Final Design	
Fee			
Total Fee	45,900.00		
Percent Complete	100.00	Total Earned	45,900.00
		Previous Fee Billing	45,900.00
		Current Fee Billing	0.00
		Total Fee	0.00
		Phase Total	0.00

Phase	04	Bidding Phase Services	
Fee			
Total Fee	3,900.00		
Percent Complete	100.00	Total Earned	3,900.00
		Previous Fee Billing	3,900.00
		Current Fee Billing	0.00
		Total Fee	0.00
		Phase Total	0.00

Phase	06	SCADA Modifications	
Fee			
Total Fee	3,500.00		
Percent Complete	100.00	Total Earned	3,500.00
		Previous Fee Billing	3,500.00
		Current Fee Billing	0.00
		Total Fee	0.00
		Phase Total	0.00

Phase	08	Construction Phase Services	
Professional Services			
		Hours	Amount
		Total Services	440.00

Please include invoice number with your payment. Due in 30 Days.

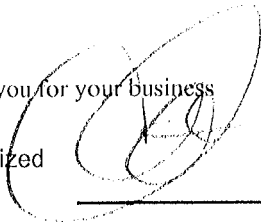
Project	09-20-00518	Boiler Replacement Project	Invoice	00930228
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Phase Total	\$440.00
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Invoice Total	<u>\$440.00</u>
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Thank you for your business

Authorized
By: _____



Chad Olsen



APR 7 2023

INVOICE

McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing P.O. Box 1025 NEENAH, WI 54957-1025
PH 920.751.4200 FAX 920.751.4284
WWW.MCMGRB.COM
EIN NO. 39-0735791

March 31, 2023

Invoice No: 00930229

Dale Youngquist
Neenah-Menasha Sewerage Commission
101 Garfield Avenue
Menasha, WI 54952-3397

Invoice Total **\$775.50**

Client No. N0008

Project 09-21-00526 Filter Addition Project Preliminary Rate Study
Professional Services from January 29, 2023 to February 25, 2023

Phase 02 Filter Addition Project Rate Study
Professional Services

	Hours	Amount	
Engineer III	5.50	775.50	
Total Services			775.50
Phase Total			\$775.50
Invoice Total			\$775.50

Thank you for your business

Authorized
By: _____

Chad Olsen



INVOICE

McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing P.O. Box 1025 NEENAH, WI 54957-1025
PH 920.751.4200 FAX 920.751.4284
WWW.MCMGR.COM
EIN NO. 39-0735791

Neenah-Menasha Sewerage Commission
101 Garfield Avenue
Menasha, WI 54952-3397

April 12, 2023
Invoice No: 00930250

Invoice Total	\$346.00
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Client No. N0008

Project 09-23-00170 WWTF Air Permit
Professional Services from February 26, 2023 to April 1, 2023

Phase 00 2023 Inventory and Reporting Assistance
Professional Services

	Hours	Amount	
Senior Engineer II	2.00	346.00	
Total Services			346.00
Phase Total			\$346.00
Invoice Total			<u>\$346.00</u>

Thank you for your business

Authorized By: _____


Anthony Kappell

APPROVED FOR PAYMENT
REVIEWED BY _____

ACCOUNT NO.	AMOUNT
\$	
\$	
\$	
\$	
\$	
Total	
\$346.00	

AGREEMENT TO EXTEND TERM OF AGREEMENT UNTIL October 31, 2024 BETWEEN
NEENAH-MENASHA SEWERAGE COMMISSION (“COMMISSION”) AND GizmoGIZMO, L.L.C.
 (“PROVIDER”)

WHEREAS, Commission and Provider have entered into a November 1, 2013, Biosolids Removal, Hauling and Land Application Agreement (“Agreement”), attached hereto as Exhibit A; and

WHEREAS, Article I of the Agreement applies an October 31, 2023 termination date with an option of two (2) renewals for a period of five (5) years each agreed upon by written agreement of the parties; and

WHEREAS, Provider does not wish to extend the agreement past the October 31, 2023 termination date, but acknowledges the Commission will need time to find a new Biosolids Hauler/Land application Provider (“New Provider”); both the Commission and the Provider agree to extend the Agreement one (1) year with a termination date of October 31, 2024 or an earlier date, as outlined below (the “Extension Term”), provided, however, Provider shall only be responsible for hauling and storage of the Biosolids during the Extension Term, and shall not be responsible for land application of the Biosolids during the Extension Term. Further, it is the intent of the parties that the Commission shall provide written notice to Provider within ten (10) days of hiring a New Provider and the Agreement, and Provider’s responsibilities and obligations thereunder, shall terminate as of the date of such notice, if earlier than October 31, 2024, with a Commission Option to terminate the agreement sooner if a new Provider is hired.

NOW, THEREFORE, NMSC-Commission and ProviderCompany agree as follows:

EXTENSION OF TERM OF AGREEMENT. NMSC-Commission and Provider agree to extend the term of the Agreement, attached as Exhibit A, by one (1) year to end on October 31, 2024, or the date written notice is given to Provider by Commission that a New Provider has been hired, if earlier than October 31, 2024, which such notice shall be given to Provider within ten (10) days of the Commission hiring the New Provider. It is further agreed by both parties that Provider shall only be responsible for hauling and storage of the Biosolids during the Extension Term, and shall not be responsible for land application of the Biosolids during the Extension Term.

The Provider’s obligation to extend the term of the Agreement and provide hauling and storage of Biosolid services during the Extension Term, as outlined herein, is contingent upon the execution of a lease agreement between Provider and Commission for use of the Provider’s Biosolids Storage Building (as defined in the Agreement) by Provider during the Extension Term and by the New Provider thereafter.

All other terms and conditions of the Agreement, except as modified above, remain in effect.

[Signature page to follow]

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[Signature page to Agreement to Extend Term of Agreement Until October 31, 2024 Between Neenah-Menasha Sewerage Commission and Gizmo, LLC]

Dated: _____.

COMMISSION: NEENAH-MENASHIA SEWERAGE
COMMISSION

By: _____
Dale Youngquist, President

By: _____
Steve Coburn, Secretary

PROVIDER: GIZMO, LLC:

By:
Marek R. Potratz,

From: Jones, Jason R <jason.jones@aquaticinformatics.com>

Sent: Tuesday, March 28, 2023 12:00 PM

To: Rob Franck <rfranck@mco-us.com>

Subject: RE: Rio Data Management Quote

Rob,

Thanks for the update. I've attached some information around security and data ownership below. Please let me know if you need anything else.

4.1 Ownership.

a) "Proprietary Information" means any information, technical data or know-how in whatever form, including, but not limited to, documented information, machine readable or interpreted information, information contained in physical components, mask works and artwork, which Provider considers proprietary. All Proprietary Information and intellectual property rights, title and interest, including copyright and trade secret rights in and to anything associated with the Service Offering/Work and the Content remains that of Provider. As between Provider and Subscriber, Subscriber exclusively owns all rights, title and interest in and to all of Subscriber's Content. No right or license is granted hereby to Subscriber or its customers, employees or agents, expressly or by implication, with respect to the Proprietary Information or any patent, patent application or other proprietary right of Provider, except for the limited use licenses implied by law.

b) Post-Termination Assistance. Following termination:

(i) unless notified otherwise by you, for a period of thirty (30) days following termination we will not erase any of your Content (which is defined to include all information provided by Subscriber through configuration of the Service Offering/Work or any data submitted by the Subscriber, or by any party authorized by the Subscriber to submit data to support or enable the Service Offering/Work) as a result of the termination in order to allow you retrieve your Content;

(ii) you may retrieve your Content from the Service Offering/Work only if you have paid all fees due to Provider;

(iii) if more than thirty (30) days post-termination are required for you to retrieve all your Content, you will be charged for a month-to-month subscription service for each additional thirty (30) day period you require to retrieve your Content;

(iv) upon retrieval of your Content, you may instruct Provider to destroy all copies of your Content stored on the Service Offering/Work and request Provider to provide certification in writing that all your Content has been destroyed within fifteen (15) days of Provider receiving Subscriber instructions; and

(v) Provider will provide you with the same post-termination data retrieval assistance that it generally makes available to all Subscribers on a time and materials basis at then stated hourly rates.

More details can be found here - <https://aquaticinformatics.com/terms-conditions/>.

Thanks,

Jason Jones

Technical Account Executive - Aquatic Informatics

Mobile: (608) 381-2033

1-877-546-5699 x 1 | aquaticinformatics.com

DATA MANAGEMENT CYBERSECURITY OVERVIEW

Our Security Commitment Concerning the Protection of Your Data



We are committed to protecting the integrity of your data. Our data-security policies include well-defined and comprehensive security processes, with continual evaluation and improvement as standards evolve and new risks emerge—to help ensure your data remains safe, now and into the future.



What is our data security approach?

Our “defense-in-depth” approach to data security is a well-architected solution that provides security at every level:

- Data acquisition/ transfer: We provide multiple layers of security to protect your data within the Data Management application(s) you are using.
- Data storage: For our cloud-based products, we partner with best-in-class providers, such as Microsoft Azure and Amazon Web Services (AWS), with deep expertise in data-at-rest security, data sovereignty and minimizing opportunities for external intrusion. For on-premise solutions, data is stored at the customer site with industry-standard databases that remain under the customer’s control.
- Data access: Access privileges are tailored to your operation with Role-Based Access Control (RBAC) enforced throughout the infrastructure, including username and password privileges appropriate to your unique operational and personnel needs.



How do we stay ahead of risks and threats?

With external partners like Microsoft Azure, our comprehensive in-house protocols securely support the Data Management platform of products. Periodic vulnerability and penetration tests provide further assurance that our systems and protocols remain effective.



What type of data is collected, and who owns it?

We only collect data pertinent to the Data Management solution being utilized (e.g. measurement data, parameters, and sample location), as well as general information needed for communication and coordination (such as facility name, customer email addresses, usernames, etc). Data remains the property of our customers.



AQUATIC
Informatics

Defense-in-Depth

With Data Management, there is no single layer that protects customer data, but rather a well-architected solution that considers every layer from the physical security measures at the data center, all the way through the access privileges that determine what data an individual user can access. We use this multi-layered security strategy to protect customer data.

Process & Policy

The first layer of defense is having a well-defined and comprehensive set of security processes and policies to ensure the security of our customers' data and users. Our information security management system (ISMS) employs a number of processes and policy measures that ensure security is a key priority at our core with our own people.

Training

Our employees who are authorized to access Data Management Products undergo periodic training that allows them to be compliant with our corporate security policies.

Authorized Access

In addition to restricting personnel from entering the production area, operational access to Data Management is limited to only a restricted group of our Development Operations employees. Access is controlled via our corporate network, ensuring that only personnel who are authorized can access the data. All personnel with physical or operational access to production environments are subject to training and all activities are logged for auditability.

Change Control

Our formal change-control process minimizes the risk associated with Data Management changes and updates. This process enables tracking of changes made to Data Management and verifies that risks have been assessed, interdependencies are explored, and necessary policies and procedures have been considered and applied before any change is authorized. We document all changes in our Release Notes, which are distributed to customers with each release.

Systems Hardening

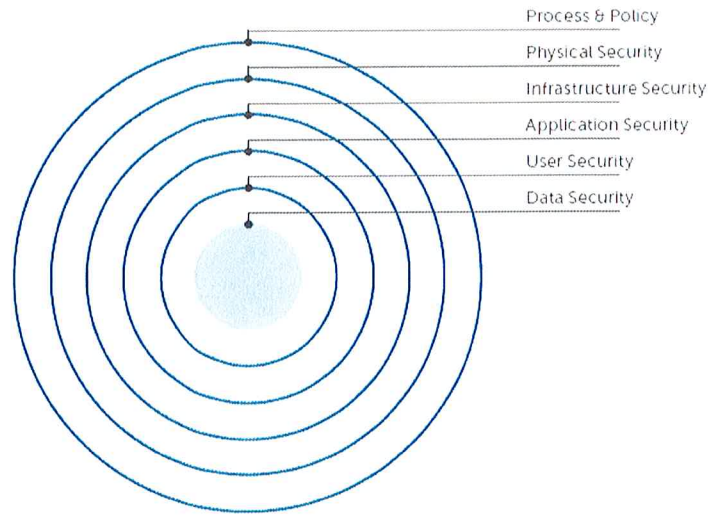
Data Management products utilize many technologies to deliver service, yet there may be many capabilities that are not required. Consistent with industry best practices, Data Management Development Operations closely inspects the entire solution to identify unnecessary services and remove and/or disable these capabilities to reduce vulnerabilities to security threats.

Periodic Vulnerability Scans & Penetration Tests

According to internal policies and international cybersecurity frameworks and standards, we periodically carry out vulnerability and penetration tests covering critical security flaws, including OWASP Top 10, to stay ahead of security threats.

Security Patches

Rigorous policies and procedures are in place to update all components of Data Management Products, including operating systems, VM (virtual machine) hypervisors, middleware, databases, mobile applications, etc. These security patch activities apply to cloud-based solutions and are subject to IEC62443-4-1 Secure Product Development Lifecycle auditing and rigorous security standards.



Defense-in-Depth is the coordinated use of multiple security countermeasures to protect the integrity of the information assets in an enterprise. The strategy is based on the military principle that it is more difficult for an enemy to defeat a complex and multi-layered defense system than to penetrate a single barrier.

-TechTarget



WIMS

WIMS Cybersecurity and Data Safety Practices

The WIMS on-premises solution allows customers to successfully implement the following data security practices to help ensure data safety and security for WIMS on-premises data.

Controlled Access & Setup

To keep data secure, our customers also maintain security standards. We rely on customers to ensure that WIMS accounts are set up with the appropriate permissions and unique access for each user. It is incumbent on each customer to identify who within the organization has administrative access and manage those accounts over time.

Physical Protection

Customers are responsible for the physical protection of their data security infrastructure. Each customer is responsible for its controlled access to the plant and communication networks.

Firewalls

All network access is protected by a multi-layered firewall operating in a deny-all mode. Internet access is only permitted on explicitly opened ports for only a subset of specified virtual hosts. For an additional layer of security, we recommend that all database servers reside behind an additional firewall.

Unnecessary Ports and Services

We work with our customers' IT teams to provide required ports and services, reducing exposure to external intrusion by limiting the number of ports and services that need to be opened on the customer's network to utilize WIMS.



Rio Cybersecurity and Datacenter Practices

Rio compliance and operations data management is our solution for Operational Data Management across multiple water industries, leveraging industry data security concepts that help ensure user data is protected. Rio delivers data security by embracing the highest standards in the industry, implementing the following policies to ensure complete protection for the Rio application and customer data:

Azure Cloud Security

Rio is built on the Microsoft Azure Cloud Platform, integrating security into every aspect of Rio with unique security advantages derived from global security intelligence, sophisticated customer-facing controls, and a secure, hardened infrastructure. This powerful combination helps protect your applications and data, support your compliance efforts, and provide cost-effective security for organizations of all sizes.

Service Fabric Application Security

Rio leverages Microsoft Azure's Service Fabric, controlling access for secure communication through the Azure Portal. Public access to applications and resources are managed through a gateway that sits between clients and services as the entry point to all services Rio is providing. It acts as a reverse proxy, routing requests from clients to services, performing authentication, authorization, and securing access to backend services, preventing attacks, and verifying tokens, certificates, and other credentials.

Infrastructure Access

Operational access to Rio is limited to only a restricted group of AQI Operations employees. Access is controlled via the corporate network, ensuring only authorized employees can access data. All personnel with operational access to production environments are subject to training and all activities are logged for auditability. Changes to Rio data are moderated and peer reviewed to ensure quality and security standards are upheld. All developers are trained on core security concepts and peer review utilizes security software engineers specializing in the latest security standards. Danaher also provides a security standard that Rio is audited against annually to ensure it aligns with Danaher's progressive approach to security.

Data Access, Encryption and Compliance

The Rio architecture relies on a centralized authentication and authorization security framework to control access to the service and data. This security framework enables the enforcement of security policies by requiring password strength algorithms to set minimum length and complexity along with regular update requirements.

Customer data may be accessed through the Rio application. Whether accessed through user interfaces or available APIs, role and resource-based access control regulates access to the customer data only by authorized users and employees. As such, Rio does not provide direct access to any databases, and helps prevent unauthorized services or systems from accidentally or maliciously retrieving or modifying customer data.

Traffic in and out of Rio is encrypted to provide communications security. This encryption uses a TLS/SSL (Transport Layer Security/Secure Sockets Layer) protocol that leverages either Secure Hash Algorithm 2 (SHA-2) or Advanced Encryption Standard (AES) algorithms. This means that no data leaving or reaching one of the trusted endpoints is unencrypted anytime while traversing the internet.

Microsoft Azure offers the most comprehensive set of compliance offerings of any industry-standard cloud service provider. All Microsoft Azure data centers are certified against leading information security standards from Content Delivery and Security Association (CDSA), Good Clinical, Laboratory, and Manufacturing Practices (GxP), and ISO standards.



WATERTRAX

WaterTrax Cybersecurity and Datacenter Practices

The WaterTrax cloud-based application, and customer websites, are currently hosted by, or in the process of being migrated to, Amazon Web Services, a best-in-class provider, expert in data-at-rest security, data sovereignty and minimizing risk of external intrusion.

In regions where AWS hosting migration will happen later this year, WaterTrax continues to host data in a secure production environment within state-of-the-art facilities, governed by the following Datacenter Security Practices to ensure the safety of customer information:

- Limits datacenter access and information to employees and contractors who have a legitimate business need for such privileges. All physical access to datacenters by employees is logged and audited routinely. Constant building security monitoring to detect and respond to emergency
- "Mantrap" entry with key card and biometric access authentication
- Segmented colocation and main server rooms
- Nonstop CCTV (closed circuit television) surveillance and recording
- Closed wiring conduits for all wire and fiber outside of the server room and within the colocation room.
- Visitors' policy requiring approval from the management team and employee chaperone.
- Formal policies and procedures for logical access to the application platform and infrastructure hosts requiring employees with potential access to customer data undergo an extensive background check (as permitted by law)
- Formal policies on Permissions management, Account Provisioning and Review, Password Authentication and Expiration, Access Removal and Segregation of Duties combine to create a constellation of data safety and protection for the WaterTrax application and account data

Data Storage, Backups and Monitoring

WaterTrax customer data is protected with redundant disk storage practices and regularly scheduled onsite and offsite backups, to prevent data loss.

WaterTrax application and database operations are continually monitored electronically, with automatic 24-hour notification to WaterTrax of potential problems. The facility and offsite backup facilities are also monitored by 24-hour staffed operations centers.

Laboratory access standards make data accessible/editable by submitting laboratory only, as well as allowing laboratory reports to be locked to prevent changes and assert client ownership of data and preventing laboratories from having access to client accounts.



**AQUATIC
Informatics**

NMSC Equipment & Grounds Summary Updated 4/19/2023

Completed Projects

- Speedy Clean jetted the centrate line on 3/27
- Annual fine screen inspections and maintenance performed. New lower seals, brushes, and chain tensioning.
- Water solenoid replaced on east centrifuge
- Batteries replaced in ACP 1 UPS
- Batteries replaced in SCADA router UPS
- High flows over the weekend of 4/1- clean up MLSS area
- Snow blower maintenance completed / John Deere riding mower converted from snow blower to mower
- Heat tape and insulating blankets removed from digester and waste gas flare valves
- Digester Building electrical room air conditioner replaced by AWS
- DO meters installed on 9 aeration basins
- Annual crane and hoist inspections completed
- Chlorine contact chambers cleaned

Current/Ongoing Projects

- Boilers- Monitoring operation since the programming updates
- Atlas Copco Blower Optimizer Panel- SCADA programming changes were made by McMahon. Waiting on Atlas Copco for two remaining items. Contact was made with the Atlas Copco technician while he was here for the maintenance visit. He will contact their programmer again to get the remaining items completed.
- Sodium hypochlorite feed pump replacements- the pumps are ordered. Lee's Contracting completed the replacement of failing PVC lines. The pumps are scheduled to ship on 4/25.
- RAS Pumps- The first two have been completed. The next two that were budgeted for replacement have been ordered. There was a 6% increase on the pumps, a 2% increase on the valves, and Crane Engineering had a labor increase, but the cost is within the 2023 budgeted amount. No tentative ship date from the pump manufacturer yet.
- Getting pricing for a replacement tablet used for remote SCADA access for on-call
- NW Digester linear mixer- replacement gearbox on order. This has been received and we are coordinating the installation with a crane to align with the digester cleaning in June.
- The budgeted replacement lab air conditioning equipment has been ordered. It is expected in early July.
- Coagulant pumps- the pumps have been received. MCO to install as time allows.
- Allied Universal Security Services- we are working with them to update the NMSC site procedure manual, coordinate monthly meetings, and get regular updated schedules.
- The budgeted replacement of the Headworks rail hoist- the hoist has been installed by Lee's, MCO will wire the new pendant, and Midwest Overhead Cranes will perform the start-up.
- Budgeted NW Digester cleaning- we met with Rich Ellman from FSO Management to go review the process. We are tentatively scheduled for the week of 6/19.
- North gravity belt thickener- replace belt, chicanes, and spray box seals
- South fine screen grinder replacement- the grinder has arrived and will be installed when influent flows decrease.
- Gas Handling Building electrical room air conditioner replacement
- Plant Drain Building electrical room air conditioner- existing unit failed, install spare that had been removed after the project in 2013.
- Replacement of OPS 32 by Aquatic Informatics- Rio
- Chlorine analyzer and sodium hypochlorite dosing startup for the season
- UPS replacement- the tower UPS unit for offices and ACP 5 & 6 failed
- Aeration basin inspections
- Final clarifier inspections
- Primary clarifier inspections
- Replace VFD for SE Digester Mixer 3- the VFD has been installed and is in operation manually. Pieper Electric will be updating the program for the VFD to run from SCADA.

- Screw Pump 2 assessment- during the high flow events, it was noticed Influent Screw Pump 2 seems to be pumping at a lower capacity. When flows decrease, the pump will be isolated for a preliminary assessment.
- Install new sampler at TNSD 2 / Lift Station 3. The District's project is nearly completed and the flow meter is back in service.

Future Projects

- Primary Clarifier 2 & 3 pit & sidewall valve replacements
- North grit chamber epoxy coating
- Painting clarifier arms on Primaries 3 & 4
- Final Clarifier 3 framework painting
- Electrical feed conduit assessments and replacements

NEENAH-MENASHA SEWERAGE COMMISSION

Summary Income Statement

For the period of 03/01/2023 Through 03/31/2023

	Current Period			Actual	Year To Date		2023
	2023	2022	Variance		Budget	Variance	Budget
Income Statement							
Operating Revenues from Contract Users	\$312,792.34	\$301,824.41	\$10,967.93	\$933,529.98	\$905,473.23	\$28,056.75	\$3,621,893.00
Total Operating Expenses	\$289,401.11	\$309,306.44	\$19,905.33	\$846,787.91	\$916,429.82	\$69,641.91	\$3,716,328.00
Other Operating Income (Expense)	\$7,853.52	\$7,869.59	(\$16.07)	\$22,735.39	\$23,608.77	(\$873.38)	\$94,435.00
Net Operating Income	\$31,244.75	\$387.56	\$30,857.19	\$109,477.46	\$12,652.18	\$96,825.28	\$0.00
Other (Income) Expense	(\$74,168.48)	(\$8,680.06)	\$65,488.42	(\$40,460.34)	(\$26,040.18)	\$14,420.16	(\$104,160.58)
Net Income (Loss)	\$105,413.23	\$9,067.62	\$96,345.61	\$149,937.80	\$38,692.36	\$111,245.44	\$104,160.58

NEENAH-MENASHA SEWERAGE COMMISSION

Summary Balance Sheet (Comparative)

As of 03/31/2023

	2023	2022
Cash	(\$65,486.85)	(\$35,551.05)
Restricted Cash	\$7,922,473.10	\$7,263,458.55
Receivable from Users/Others	\$279,599.08	\$468,245.29
Prepaid Expenses	\$164,195.21	\$157,157.61
Total Current Assets	\$8,300,780.54	\$7,853,310.40
Fixed Assets (Net of depreciation)	\$15,048,631.02	\$16,090,733.68
Other Assets	\$0.00	\$0.00
TOTAL ASSETS	\$23,349,411.56	\$23,944,044.08
Current Liabilities	\$403,210.49	\$697,203.33
Long-term Liabilities	\$12,702,086.40	\$13,799,593.76
Equity from Users	\$10,080,099.80	\$9,396,625.50
Retained Earnings - Prior Year	\$14,077.07	\$14,077.07
Retained Earnings - Current Year	\$149,937.80	\$36,544.42
TOTAL LIABILITIES & EQUITY	\$23,349,411.56	\$23,944,044.08

NEENAH-MENASHA SEWERAGE COMMISSION

Income Statement

For the period of 03/01/2023 Through 03/31/2023

	Current Period				Year To Date				2023
	2023	2022	Variance	%	Actual	Budget	Variance	%	Budget
Revenues									
O & M SERVICES - NEENAH	133,317.10	135,534.25	(2,217.15)	(1.64)	417,467.14	406,602.75	10,864.39	2.67	1,626,411.00
O & M SERVICES - MENASHA	49,036.55	46,373.83	2,662.72	5.74	132,892.19	139,121.49	(6,229.30)	(4.48)	556,486.00
O & M SERVICES - TN NEENAH SD	3,177.91	3,040.08	137.83	4.53	9,515.37	9,120.24	395.13	4.33	36,481.00
O & M SERVICES - FOX CROSSING	43,590.96	40,605.67	2,985.29	7.35	131,186.57	121,817.01	9,369.56	7.69	487,268.00
O & M SERVICES - HARRISON	16,435.32	14,592.58	1,842.74	12.63	48,409.19	43,777.74	4,631.45	10.58	175,111.00
O & M SERVICES - SONOCO/US MILLS	67,234.50	61,678.00	5,556.50	9.01	194,059.52	185,034.00	9,025.52	4.88	740,136.00
Total Operating Revenues from Contract Users	\$312,792.34	\$301,824.41	\$10,967.93	3.63	\$933,529.98	\$905,473.23	\$28,056.75	3.10	\$3,621,893.00
Operating Expenses									
WAGES	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	#DIV/0!	6,500.00
PROFESSIONAL FEES	168,941.38	168,635.00	(306.38)	(0.18)	484,087.41	495,905.00	11,817.59	2.38	1,971,810.00
SOCIAL SECURITY EXPENSE	68.85	76.00	7.15	9.41	68.85	76.00	7.15	9.41	1,048.00
ADMINISTRATIVE EXPENSES	3,250.00	1,316.67	(1,933.33)	(146.83)	3,455.00	1,950.01	(1,504.99)	(77.18)	54,000.00
TELEPHONE	251.08	458.33	207.25	45.22	(657.92)	1,374.99	2,032.91	147.85	5,500.00
INSURANCE (LIFE, PROPERTY, LIABILITY)	7,591.09	7,614.58	23.49	0.31	22,771.27	22,843.74	72.47	0.32	91,375.00
ELECTRIC, WATER, NATURAL GAS	48,110.42	52,475.00	4,364.58	8.32	150,160.65	157,425.00	7,264.35	4.61	629,700.00
INDUSTRIAL METERING & SAMPLING EXPENSES	0.00	250.00	250.00	100.00	243.27	750.00	506.73	67.56	3,000.00
SLUDGE HAULING/TESTING/OTHER	20,485.05	18,268.33	(2,216.72)	(12.13)	55,574.65	54,804.99	(769.66)	(1.40)	220,320.00
CHEMICALS	7,579.68	24,433.33	16,853.65	68.98	41,848.04	70,362.49	28,514.45	40.53	345,025.00
EQUIPMENT MAINTENANCE/REPAIRS	13,909.55	11,025.01	(2,884.54)	(26.16)	41,527.95	33,075.03	(8,452.92)	(25.56)	132,300.00
OFFICE/LAB/BUILDING/GROUNDS/SHOP	19,214.01	24,754.19	5,540.18	22.38	47,708.74	77,862.57	30,153.83	38.73	255,750.00
Total Operating Expenses	\$289,401.11	\$309,306.44	\$19,905.33	6.44	\$846,787.91	\$916,429.82	\$69,641.91	7.60	\$3,716,328.00
Income from Operations	\$23,391.23	(\$7,482.03)	\$30,873.26	(412.63)	\$86,742.07	(\$10,956.59)	\$97,698.66	(891.69)	(\$94,435.00)
Other Operating Income (Expense)									
AP DISCOUNTS	0.00	2.92	(2.92)	(100.00)	0.00	8.76	(8.76)	(100.00)	35.00
MCO INCOME SHARING	2,146.98	2,416.67	(269.69)	(11.16)	6,840.94	7,250.01	(409.07)	(5.64)	29,000.00
MISC. OPERATING REVENUE	0.00	25.00	(25.00)	(100.00)	214.58	75.00	139.58	186.11	300.00
INDUSTRIAL METERING/ADMINISTRATIVE FEES	682.80	650.00	32.80	5.05	682.80	1,950.00	(1,267.20)	(64.98)	7,800.00
WPP: STANBY SERVICE	4,752.00	4,750.00	2.00	0.04	14,256.00	14,250.00	6.00	0.04	57,000.00
INTEREST INCOME - O & M	271.74	25.00	246.74	986.96	741.07	75.00	666.07	888.09	300.00
Total Other Operating Income (Expense)	\$7,853.52	\$7,869.59	(\$16.07)	(0.20)	\$22,735.39	\$23,608.77	(\$873.38)	(3.70)	\$94,435.00
Net Operating Income	\$31,244.75	\$387.56	\$30,857.19	7,961.91	\$109,477.46	\$12,652.18	\$96,825.28	765.29	\$0.00

NEENAH-MENASHA SEWERAGE COMMISSION

Income Statement

For the period of 03/01/2023 Through 03/31/2023

	Current Period				Year To Date				2023 Budget
	2023	2022	Variance	%	Actual	Budget	Variance	%	
Other (Income) Expense									
CAPITAL CHARGES / CAPITAL INCOME	(121,617.00)	(121,618.25)	(1.25)	0.00	(364,854.00)	(364,854.75)	(0.75)	0.00	(1,459,419.00)
DEPRECIATION INCOME	(17,175.84)	(16,708.34)	467.50	(2.80)	(51,366.30)	(50,125.02)	1,241.28	(2.48)	(200,500.00)
REPLACEMENT INCOME	(88,593.43)	(67,750.00)	20,843.43	(30.77)	(261,077.82)	(203,250.00)	57,827.82	(28.45)	(813,000.00)
INTEREST INCOME - CAPITAL	(3,587.82)	(583.33)	3,004.49	(515.06)	(9,871.43)	(1,749.99)	8,121.44	(464.08)	(7,000.00)
GAIN/LOSS SALE OF ASSET/INVESTMENT	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	#DIV/0!	0.00
INTERCEPTOR MAINT. - REIMBURSE INCOME	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	#DIV/0!	(18,500.00)
INTERCEPTOR MAINT. - MANHOLE REPAIR	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	#DIV/0!	18,500.00
EQUIPMENT REPLACEMENT EXPENSE	5,027.41	22,808.33	17,780.92	77.96	190,763.61	68,424.99	(122,338.62)	(178.79)	273,700.00
DEPRECIATION FUND PURCHASES	440.00	23,833.33	23,393.33	98.15	1,931.00	71,499.99	69,568.99	97.30	286,000.00
EQUIPMENT & PLANT DEPRECIATION	125,037.45	125,037.45	0.00	0.00	375,112.35	375,112.35	0.00	0.00	1,500,449.42
INTEREST ON CWF DEBT	26,300.75	26,300.75	0.00	0.00	78,902.25	78,902.25	0.00	0.00	315,609.00
Total Other (Income) Expense	(\$74,168.48)	(\$8,680.06)	\$65,488.42	(754.47)	(\$40,460.34)	(\$26,040.18)	(\$14,420.16)	55.38	(\$104,160.58)
Net Income (Loss)	\$105,413.23	\$9,067.62	\$96,345.61	1,062.52	\$149,937.80	\$38,692.36	\$111,245.44	287.51	\$104,160.58

NEENAH-MENASHA SEWERAGE COMMISSION

Income Statement

(Original Budget to Actual Comparison)

For the period of 03/01/2023 Through 03/31/2023

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Operating Revenues</u>								
O & M SERVICES - NEENAH	\$133,317.10	\$135,534.25	\$(2,217.15)	(1.6)%	\$417,467.14	\$406,602.75	\$10,864.39	2.7 %
O & M SERVICES - MENASHA	49,036.55	46,373.83	2,662.72	5.7	132,892.19	139,121.49	(6,229.30)	(4.5)
O & M SERVICES - TN NEENAH SD	3,177.91	3,040.08	137.83	4.5	9,515.37	9,120.24	395.13	4.3
O & M SERVICES - FOX CROSSING UTILITIES	43,590.96	40,605.67	2,985.29	7.4	131,186.57	121,817.01	9,369.56	7.7
O & M SERVICES - HARRISON UTILITIES	16,435.32	14,592.58	1,842.74	12.6	48,409.19	43,777.74	4,631.45	10.6
O & M SERVICES - SONOCO/US MILLS	67,234.50	61,678.00	5,556.50	9.0	194,059.52	185,034.00	9,025.52	4.9
Total Operating Revenues	\$312,792.34	\$301,824.41	\$10,967.93	3.6 %	\$933,529.98	\$905,473.23	\$28,056.75	3.1 %
<u>Operating Expenses</u>								
PROFESSIONAL FEES - ATTORNEY	1,053.00	1,250.00	197.00	15.8	1,292.75	3,750.00	2,457.25	65.5
PROFESSIONAL FEES - AUDITOR	8,505.00	5,000.00	(3,505.00)	(70.1)	8,505.00	5,000.00	(3,505.00)	(70.1)
PROF. FEES - PRIVATE LAB FEES	2,089.40	1,833.33	(256.07)	(14.0)	3,988.00	5,499.99	1,511.99	27.5
PROF. FEES - CONTRACT MANAGEMENT	142,367.48	147,151.67	4,784.19	3.3	427,102.44	441,455.01	14,352.57	3.3
PROF. FEES - OTHER MISC.	2,605.50	2,083.33	(522.17)	(25.1)	10,138.04	6,249.99	(3,888.05)	(62.2)
PROF. FEES - SECURITY SERVICES	12,321.00	11,316.67	(1,004.33)	(8.9)	33,061.18	33,950.01	888.83	2.6
SOCIAL SECURITY EXPENSE	68.85	76.00	7.15	9.4	68.85	76.00	7.15	9.4
ADMINISTR. - COMM. MEETINGS	900.00	1,000.00	100.00	10.0	900.00	1,000.00	100.00	10.0
ADMINISTRATIVE - OTHER MISC.	2,350.00	316.67	(2,033.33)	(642.1)	2,555.00	950.01	(1,604.99)	(168.9)
TELEPHONE	251.08	458.33	207.25	45.2	(657.92)	1,374.99	2,032.91	147.8
INSURANCE - PROPERTY	5,197.55	5,016.67	(180.88)	(3.6)	15,592.65	15,050.01	(542.64)	(3.6)
INSURANCE - LIABILITY	1,256.67	1,291.67	35.00	2.7	3,770.01	3,875.01	105.00	2.7
INSURANCE - AUTOMOBILE	25.67	27.08	1.41	5.2	77.01	81.24	4.23	5.2
INSURANCE - CRIME	55.25	58.33	3.08	5.3	165.75	174.99	9.24	5.3
INSURANCE - BOILER	458.70	462.50	3.80	0.8	1,376.10	1,387.50	11.40	0.8
INSURANCE - WORKERS COMPENSATION	54.08	58.33	4.25	7.3	160.24	174.99	14.75	8.4
INSURANCE - UMBRELLA	307.75	450.00	142.25	31.6	923.25	1,350.00	426.75	31.6
INSURANCE. - PUBLIC OFFICIALS LIAB.	235.42	250.00	14.58	5.8	706.26	750.00	43.74	5.8
ELECTRICITY	40,047.04	47,250.00	7,202.96	15.2	117,067.07	141,750.00	24,682.93	17.4
WATER USAGE	1,379.70	1,470.83	91.13	6.2	3,173.10	4,412.49	1,239.39	28.1
STORM WATER CHARGE	685.19	691.67	6.48	0.9	2,055.57	2,075.01	19.44	0.9
NATURAL GAS	5,606.47	2,666.67	(2,939.80)	(110.2)	26,688.85	8,000.01	(18,688.84)	(233.6)
PUBLIC FIRE PROTECTION CHARGE	392.02	395.83	3.81	1.0	1,176.06	1,187.49	11.43	1.0
INDUSTRIAL METERING & SAMPLING	0.00	250.00	250.00	100.0	243.27	750.00	506.73	67.6
HAUL & DISPOSE	20,207.20	18,018.33	(2,188.87)	(12.1)	55,296.80	54,054.99	(1,241.81)	(2.3)
FUEL & OTHER MISC COSTS	277.85	250.00	(27.85)	(11.1)	277.85	750.00	472.15	63.0
POLYMERS	0.00	16,083.33	16,083.33	100.0	25,850.00	48,249.99	22,399.99	46.4
SODIUM BISULFITE	3,374.56	0.00	(3,374.56)	0.0	3,374.56	0.00	(3,374.56)	0.0
SALT	0.00	0.00	0.00	0.0	0.00	3,312.50	3,312.50	100.0
ALUMINUM SULFATE	4,205.12	5,225.00	1,019.88	19.5	12,623.48	15,675.00	3,051.52	19.5
COAGULANT	0.00	3,125.00	3,125.00	100.0	0.00	3,125.00	3,125.00	100.0
PRE-PRIMARY TREATMENT	3,092.19	3,250.00	157.81	4.9	13,745.71	9,750.00	(3,995.71)	(41.0)
PRIMARY TREATMENT	0.00	416.67	416.67	100.0	3,675.09	1,250.01	(2,425.08)	(194.0)
SECONDARY TREATMENT	347.38	583.33	235.95	40.4	347.38	1,749.99	1,402.61	80.1

NEENAH-MENASHA SEWERAGE COMMISSION

Income Statement

(Original Budget to Actual Comparison)

For the period of 03/01/2023 Through 03/31/2023

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
OUTFALL TREATMENT	2,784.87	1,166.67	(1,618.20)	(138.7)	3,652.84	3,500.01	(152.83)	(4.4)
ODOR CONTROL SYSTEM	0.00	66.67	66.67	100.0	0.00	200.01	200.01	100.0
FILTER BELT PRESS/CENTRIFUGE	5,054.97	666.67	(4,388.30)	(658.2)	6,317.33	2,000.01	(4,317.32)	(215.9)
INSTRUMENTATION	0.00	1,250.00	1,250.00	100.0	0.00	3,750.00	3,750.00	100.0
DIGESTORS	2,556.09	2,916.67	360.58	12.4	9,199.99	8,750.01	(449.98)	(5.1)
GRAVITY BELT THICKENERS	0.00	458.33	458.33	100.0	4,116.30	1,374.99	(2,741.31)	(199.4)
SAMPLERS	74.05	250.00	175.95	70.4	473.31	750.00	276.69	36.9
OFFICE SUPPLIES - GENERAL	102.91	208.33	105.42	50.6	971.19	624.99	(346.20)	(55.4)
OFFICE SUPPLIES - EQUIP MAINT	859.20	1,416.67	557.47	39.4	3,932.73	4,250.01	317.28	7.5
OFFICE SUPPLIES - COMPUTER	0.00	291.67	291.67	100.0	7.97	875.01	867.04	99.1
LAB SUPPLIES - CHEMICALS	1,117.35	916.67	(200.68)	(21.9)	2,641.00	2,750.01	109.01	4.0
LAB SUPPLIES - GLASSWARE/PLAST	0.00	83.33	83.33	100.0	82.49	249.99	167.50	67.0
LAB SUPPLIES - FILTER PAPERS	0.00	416.67	416.67	100.0	0.00	1,250.01	1,250.01	100.0
LAB SUPPLIES - MINOR INSTRUMNT	1,319.63	416.67	(902.96)	(216.7)	1,547.70	1,250.01	(297.69)	(23.8)
LAB SUPPLIES - OTHER MISC	0.00	700.00	700.00	100.0	54.00	700.00	646.00	92.3
TRANSPORTATION - TRUCK RENTAL	336.60	450.00	113.40	25.2	1,080.85	1,350.00	269.15	19.9
ELECTRICAL SUPPLIES	527.15	416.67	(110.48)	(26.5)	573.28	1,250.01	676.73	54.1
PERSONNEL SUPPLIES - OFFICE	238.06	166.67	(71.39)	(42.8)	551.24	500.01	(51.23)	(10.2)
PERSONNEL SUPPLIES - PLANT	1,260.00	500.00	(760.00)	(152.0)	3,660.40	1,500.00	(2,160.40)	(144.0)
CLEANING SUPPLIES - TOWEL/RUG	471.12	391.67	(79.45)	(20.3)	1,413.36	1,175.01	(238.35)	(20.3)
CLEANING SUPPLIES - OTHER MISC	515.42	275.00	(240.42)	(87.4)	547.97	825.00	277.03	33.6
PHYSICAL PLANT - LAWN MAINT.	1,055.60	0.00	(1,055.60)	0.0	1,055.60	0.00	(1,055.60)	0.0
PHYSICAL PLANT - SNOW REMOVAL	187.54	700.00	512.46	73.2	2,656.57	2,100.00	(556.57)	(26.5)
PHYSICAL PLANT - OTHER MISC.	2,764.23	2,916.67	152.44	5.2	4,727.63	8,750.01	4,022.38	46.0
PHYSICAL PLANT - FACILITY PAINTING	0.00	5,000.00	5,000.00	100.0	0.00	20,000.00	20,000.00	100.0
PHYSICAL PLANT- MAINTENANCE AGREEMN'	7,954.21	8,500.00	545.79	6.4	21,178.46	25,500.00	4,321.54	16.9
HARDWARE SUPPLIES	39.11	104.17	65.06	62.5	85.91	312.51	226.60	72.5
SHOP SUPPLIES - TOOLS	15.99	208.33	192.34	92.3	103.91	624.99	521.08	83.4
SHOP SUPPLIES - OTHER MISC.	296.79	133.33	(163.46)	(122.6)	361.90	399.99	38.09	9.5
LUBRICANTS	153.10	541.67	388.57	71.7	474.58	1,625.01	1,150.43	70.8
Total Operating Expenses	\$289,401.11	\$309,306.44	\$19,905.33	6.4 %	\$846,787.91	\$916,429.82	\$69,641.91	7.6 %
Income (Loss) from Operations	\$23,391.23	\$(7,482.03)	\$30,873.26	412.6 %	\$86,742.07	\$(10,956.59)	\$97,698.66	891.7 %
Other Operating Income (Expense)								
AP DISCOUNTS TAKEN	0.00	2.92	(2.92)	(100.0)	0.00	8.76	(8.76)	(100.0)
MCO INCOME SHARING	2,146.98	2,416.67	(269.69)	(11.2)	6,840.94	7,250.01	(409.07)	(5.6)
MISC. OPERATING REVENUE	0.00	25.00	(25.00)	(100.0)	214.58	75.00	139.58	186.1
INDUSTRIAL METERING REIMBURSE	232.80	250.00	(17.20)	(6.9)	232.80	750.00	(517.20)	(69.0)
PRETREATMENT ADMINISTR. FEES	450.00	333.33	116.67	35.0	450.00	999.99	(549.99)	(55.0)
PRETREATMENT PERMIT FEE INCOME	0.00	66.67	(66.67)	(100.0)	0.00	200.01	(200.01)	(100.0)
WPPI STANBY SERVICE	4,752.00	4,750.00	2.00	0.0	14,256.00	14,250.00	6.00	0.0
INTEREST INCOME - O & M	271.74	25.00	246.74	987.0	741.07	75.00	666.07	888.1
Total Other Operating Income (Expense)	\$7,853.52	\$7,869.59	\$(16.07)	(0.2)%	\$22,735.39	\$23,608.77	\$(873.38)	(3.7)%

NEENAH-MENASHA SEWERAGE COMMISSION

Income Statement

(Original Budget to Actual Comparison)

For the period of 03/01/2023 Through 03/31/2023

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Income Before Taxes	\$31,244.75	\$387.56	\$30,857.19	7961.9 %	\$109,477.46	\$12,652.18	\$96,825.28	765.3 %
Non-Operating Expenses (Income)								
CAPITAL INCOME	\$(121,617.00)	\$(121,618.25)	\$(1.25)	0.0 %	\$(364,854.00)	\$(364,854.75)	\$(0.75)	0.0 %
DEPRECIATION FUND - INTEREST	(506.84)	(41.67)	465.17	1116.3	(1,364.30)	(125.01)	1,239.29	991.4
DEPRECIATION FUND - NEENAH	(7,028.00)	(7,454.67)	(426.67)	(5.7)	(22,149.00)	(22,364.01)	(215.01)	(1.0)
DEPRECIATION FUND - MENASHA	(2,639.00)	(2,508.50)	130.50	5.2	(7,054.00)	(7,525.50)	(471.50)	(6.3)
DEPRECIATION FUND - TN NEENAH	(174.00)	(166.92)	7.08	4.2	(516.00)	(500.76)	15.24	3.0
DEPRECIATION FUND - FOX CROSSING UTIL.	(2,360.00)	(2,222.67)	137.33	6.2	(7,044.00)	(6,668.01)	375.99	5.6
DEPRECIATION FUND - HARRISON UTIL.	(895.00)	(804.83)	90.17	11.2	(2,610.00)	(2,414.49)	195.51	8.1
DEPRECIATION FUND - SONOCO/USMILLS	(3,573.00)	(3,509.08)	63.92	1.8	(10,629.00)	(10,527.24)	101.76	1.0
REPLACEMENT FUND - INTEREST	(23,758.43)	(2,916.67)	20,841.76	714.6	(66,574.82)	(8,750.01)	57,824.81	660.9
REPLACEMENT FUND - NEENAH	(28,643.00)	(30,164.50)	(1,521.50)	(5.0)	(89,669.00)	(90,493.50)	(824.50)	(0.9)
REPLACEMENT FUND - MENASHA	(10,986.00)	(11,020.42)	(34.42)	(0.3)	(30,399.00)	(33,061.26)	(2,662.26)	(8.1)
REPLACEMENT FUND - TN NEENAH	(678.00)	(648.83)	29.17	4.5	(2,046.00)	(1,946.49)	99.51	5.1
REPLACEMENT FUND - FOX CROSSING UTIL.	(9,560.00)	(8,932.50)	627.50	7.0	(28,511.00)	(26,797.50)	1,713.50	6.4
REPLACEMENT FUND - HARRISON UTIL.	(3,422.00)	(3,071.33)	350.67	11.4	(10,067.00)	(9,213.99)	853.01	9.3
REPLACEMENT FUND - SONOCO/US MILLS	(11,546.00)	(10,995.75)	550.25	5.0	(33,811.00)	(32,987.25)	823.75	2.5
INTEREST INCOME - CAPITAL	(3,587.82)	(583.33)	3,004.49	515.1	(9,871.43)	(1,749.99)	8,121.44	464.1
EQUIPMENT REPLACEMENT EXPENSE	5,027.41	22,808.33	17,780.92	78.0	190,763.61	68,424.99	(122,338.62)	(178.8)
DEPRECIATION FUND EXPENSE	440.00	23,833.33	23,393.33	98.2	1,931.00	71,499.99	69,568.99	97.3
DEPRECIATION (Plant & Equipment)	125,037.45	125,037.45	0.00	0.0	375,112.35	375,112.35	0.00	0.0
INTEREST EXPENSE ON CWF	26,300.75	26,300.75	0.00	0.0	78,902.25	78,902.25	0.00	0.0
Total Non-Operating Expenses (Income)	\$(74,168.48)	\$(8,680.06)	\$65,488.42	754.5 %	\$(40,460.34)	\$26,040.18)	\$14,420.16	55.4 %
Net Income (Loss)	\$105,413.23	\$9,067.62	\$96,345.61	1062.5 %	\$149,937.80	\$38,692.36	\$111,245.44	287.5 %

NEENAH-MENASHA SEWERAGE COMMISSION

Balance Sheet (Comparative)

As of 03/31/2023

	2023	2022	Change
Assets			
<u>Current Assets</u>			
FUNDS FOR DEBT SERVICE	\$1,166,908.11	\$1,060,452.23	\$106,455.88
EQUIPMENT REPLACEMENT FUND	\$6,552,382.05	\$5,945,374.06	\$607,007.99
DEPRECIATION FUND	\$172,400.87	\$219,085.90	(\$46,685.03)
SURPLUS FUND	\$30,782.07	\$38,546.36	(\$7,764.29)
CASH / MONEY MARKET FUNDS	(\$65,486.85)	(\$35,551.05)	(\$29,935.80)
DUE FROM USERS	\$181,073.69	\$0.00	\$181,073.69
OTHER ACCOUNTS RECEIVABLE	\$98,525.39	\$468,245.29	(\$369,719.90)
PREPAID EXPENSES	\$164,195.21	\$157,157.61	\$7,037.60
Total Current Assets	<u>\$8,300,780.54</u>	<u>\$7,853,310.40</u>	<u>\$447,470.14</u>
<u>Property, Plant & Equipment</u>			
LAND & LAND RIGHTS	\$216,214.55	\$216,214.55	\$0.00
LEASEHOLD RIGHTS - LAND/BUILDINGS	\$160,156.85	\$160,156.85	\$0.00
INTERCEPTOR MAINS/ACCESSORIES	\$2,204,375.88	\$2,204,375.88	\$0.00
STRUCTURES / IMPROVEMENTS / EQUIPMENT	\$49,057,914.28	\$48,649,940.62	\$407,973.66
CONSTRUCTION WORK-IN-PROGRESS	\$0.00	\$0.00	\$0.00
ACCUMULATED DEPRECIATION	(\$36,590,030.54)	(\$35,139,954.22)	(\$1,450,076.32)
Total Property, Plant & Equipment	<u>\$15,048,631.02</u>	<u>\$16,090,733.68</u>	<u>(\$1,042,102.66)</u>
<u>Other Assets</u>			
OTHER CURRENT & ACCRUED ASSETS (Interest Income Accrual)	\$0.00	\$0.00	\$0.00
OTHER DEFERRED DEBITS	\$0.00	\$0.00	\$0.00
Total Other Assets	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Assets	<u><u>\$23,349,411.56</u></u>	<u><u>\$23,944,044.08</u></u>	<u><u>(\$594,632.52)</u></u>

NEENAH-MENASHA SEWERAGE COMMISSION

Balance Sheet (Comparative)

As of 03/31/2023

	<u>2023</u>	<u>2022</u>	<u>Change</u>
<u>Liabilities and Equity</u>			
<u>Current Liabilities</u>			
ACCOUNTS PAYABLE	\$263,563.23	\$256,438.40	\$7,124.83
PAYABLE TO USERS	\$0.00	\$293,746.43	(\$293,746.43)
ACCRUED INTEREST EXPENSE	\$139,637.26	\$147,008.50	(\$7,371.24)
OTHER CURRENT & ACCRUED LIAB.	\$0.00	\$0.00	\$0.00
ACCRUED PAYROLL/FED/STATE TAX LIABILITY	\$10.00	\$10.00	\$0.00
OTHER DEFERRED CREDITS	\$0.00	\$0.00	\$0.00
Total Current Liabilities	<u>\$403,210.49</u>	<u>\$697,203.33</u>	<u>(\$293,992.84)</u>
<u>Long Term Liabilities</u>			
BONDS - C.W.F. SERIES 2013	\$12,677,102.90	\$13,772,111.91	(\$1,095,009.01)
S.D. 2 PREPAYMENT - SONOCO PORTION	\$24,983.50	\$27,481.85	(\$2,498.35)
Total Long Term Liabilities	<u>\$12,702,086.40</u>	<u>\$13,799,593.76</u>	<u>(\$1,097,507.36)</u>
Total Liabilities	<u>\$13,105,296.89</u>	<u>\$14,496,797.09</u>	<u>(\$1,391,500.20)</u>
<u>Equity</u>			
REPLACEMENT FUND EQUITY	\$8,269,606.94	\$7,406,671.20	\$862,935.74
DEPRECIATION FUND EQUITY	\$1,414,828.08	\$1,204,938.53	\$209,889.55
CAPITAL EQUITY & 2013 S.D.2 PREPAYMENT	\$395,664.78	\$785,015.77	(\$389,350.99)
RETAINED EARNINGS	\$14,077.07	\$14,077.07	\$0.00
Current Year Retained Earnings	\$149,937.80	\$36,544.42	\$113,393.38
Total Equity	<u>\$10,244,114.67</u>	<u>\$9,447,246.99</u>	<u>\$796,867.68</u>
Total Liabilities and Equity	<u>\$23,349,411.56</u>	<u>\$23,944,044.08</u>	<u>(\$594,632.52)</u>

NEENAH-MENASHA SEWERAGE COMMISSION

Balance Sheet
As of 03/31/2023

Assets

Current Assets

DEBT REDEMPTION - 2012 C.W.F.	\$1,028,295.65	
INTEREST REDEMPTION- 2012 C.W.F.	138,612.46	
EQUIPMENT REPLACEMENT FUND	6,552,382.05	
DEPRECIATION FUND	172,400.87	
SURPLUS FUND	30,782.07	
CASH IN BANK	(65,586.85)	
PETTY CASH	100.00	
DUE FROM NEENAH - O & M	86,171.46	
DUE FROM MENASHA - O & M	31,696.09	
D/F TN OF NEENAH S.D. - O & M	1,739.03	
D/F TN MENASHA S.D. 4 - O & M	25,309.66	
DUE FROM WAVERLY S.D. - O & M	8,601.02	
D/F U.S. PAPER MILLS - O & M	27,556.43	
OTHER ACCOUNTS RECEIVABLE	98,525.39	
PREPAID EXPENSES	164,195.21	
Total Current Assets		\$8,300,780.54

Property, Plant & Equipment

LAND & LAND RIGHTS	\$216,214.55
LEASEHOLD RIGHTS - LAND	500.00
LAND IMPROVEMENTS	156,114.23
LEASEHOLD RIGHTS - BUILDINGS	3,542.62
INTERCEPTOR MAINS/ACCESSORIES	2,204,375.88
STRUCTURES & IMPROVEMENTS	30,646,546.37
STRUCTURES & IMPROVEMENTS-OLD	913,266.83
PRELIMINARY TREATMENT EQUIPMNT	3,260,928.19
PRIMARY TREATMENT EQUIPMENT	81,998.00
SECONDARY TREATMENT EQUIPMENT	2,931,648.96
CHLORINATION EQUIPMENT	877,764.79
SLUDGE TREATMENT/DISPOSAL EQUIP	5,036,767.20
PLANT SITE PIPING	2,751,042.88
FLOW METERING/MONITORING EQUIP	175,141.20
OTHER TREATMENT/DISPOSAL EQUIP	389,260.62
OFFICE FURNITURE/EQUIPMENT	21,525.00
OFFICE FURNITURE/EQUIPMENT-OLD	1,000.00
OTHER GENERAL EQUIPMENT	119,098.14
OTHER GENERAL EQUIPMENT-OLD	5,487.34
SHOP EQUIPMENT	78,019.61
SHOP EQUIPMENT-OLD	6,000.00
COMPUTER EQUIPMENT	1,762,419.15
A/D LEASEHOLD RIGHTS - LAND	(117.42)
A/D LAND IMPROVEMENTS	(156,114.23)
A/D - LEASEHOLD BUILDING RIGHTS	(796.19)
A/D INTERCEPTOR MAINS/ACCESS	(777,042.50)
ACCUM/DEPR STRUCTURES/IMPROVMN	(21,798,634.84)
A/D STRUCTURE/IMPROVEMNT-OLD	(913,266.83)
A/D PRELIMINARY TREATMNT EQUIP	(2,258,506.47)
A/D PRIMARY TREATMENT EQUIPMNT	(81,998.00)
A/D SECONDARY TREATMNT EQUIP	(2,013,985.83)
ACCUM/DEPR CHLORINATION EQUIP	(635,192.99)
A/D SLUDGE TREATMNT/DISPOSAL	(3,589,725.44)
ACCUM/DEPR PLANT SITE PIPING	(2,736,977.56)
A/D FLOW METERING/MONITORING	(152,556.09)
A/D OTHER TREATMNT/DISPSL EQUIP	(372,451.39)
ACCUM/DEPR OFFICE FURN/EQUIP	(19,553.62)
A/D OFFICE FURN/EQUIPMNT-OLD	(1,000.00)

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NEENAH-MENASHA SEWERAGE COMMISSION

Balance Sheet

As of 03/31/2023

ACCUM/DEPR OTHER GENERAL EQUIP	(117,631.84)	
A/D OTHER GENERAL EQUIPMNT-OLD	(5,487.34)	
ACCUM/DEPR SHOP EQUIPMENT	(70,958.86)	
ACCUM/DEPR SHOP EQUIPMNT-OLD	(6,000.00)	
ACCUM/DEPR COMPUTER EQUIPMENT	(882,033.10)	
Total Property, Plant & Equipment		15,048,631.02

Total Assets

\$23,349,411.56

Liabilities and Equity

Current Liabilities

ACCOUNTS PAYABLE	\$263,563.23	
ACCRUED INTEREST EXPENSE	139,637.26	
STATE INCOME TAXES WITHHELD	10.00	
Total Current Liabilities		\$403,210.49

Long Term Liabilities

BONDS - C.W.F. SERIES 2013	\$12,677,102.90	
S.D. 2 PREPAYMENT - SONOCO PORTION	24,983.50	
Total Long Term Liabilities		12,702,086.40

Total Liabilities

\$13,105,296.89

Equity

REPLACEMENT EQUITY	\$8,269,606.94	
DEPRECIATION EQUITY	1,414,828.08	
CAPITAL EQUITY	556,102.78	
CAPITAL EQUITY-2013 S.D.2 PREPAYMENT	(160,438.00)	
RETAINED EARNINGS	14,077.07	
Current Year Profit/Loss	149,937.80	
Total Equity		10,244,114.67

Total Liabilities and Equity

\$23,349,411.56

NEENAH-MENASHA SEWERAGE COMMISSION

AR Customer Aging by Invoice Date (Summary)

Report Date: 03/31/2023

Cust ID	Customer Name	Days Old					Balance	Unapplied	Net Due
		0 - 30 03/01 - 03/31	31 - 60 01/30 - 02/28	61 - 90 12/31 - 01/29	91 - 120 12/01 - 12/30	121 + all prior - 11/30			
ITU001	ITU ABSORBTECH, INC.	\$341.40	\$0.00	\$0.00	\$0.00	\$0.00	\$341.40	\$0.00	\$341.40
MEN002	MENASHA PACKAGING COMPAN	\$341.40	\$0.00	\$0.00	\$0.00	\$0.00	\$341.40	\$0.00	\$341.40
MIDW01	MIDWEST CONTRACT OPERATI	\$2,146.98	\$0.00	\$0.00	\$0.00	\$0.00	\$2,146.98	\$0.00	\$2,146.98
USP001	U.S. PAPER MILLS CORP.	\$0.00	\$95,695.61	\$0.00	\$0.00	\$0.00	\$95,695.61	\$0.00	\$95,695.61
AGING TOTALS:		\$2,829.78	\$95,695.61	\$0.00	\$0.00	\$0.00	\$98,525.39	\$0.00	\$98,525.39
AGING PERCENTAGES:		2.87%	97.13%	0.00%	0.00%	0.00%	100.00%		

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TOTAL AGING BALANCE:	\$98,525.39
TOTAL PAYMENTS ON ACCOUNT:	\$0.00
LEDGER BALANCE:	\$98,525.39
TOTAL DEPOSITS WITH ORDER:	\$0.00
REPORT BALANCE:	\$98,525.39

NEENAH-MENASHA SEWERAGE COMMISSION

AP Vendor Aging by Invoice Date (Summary)

Report Date: 3/31/23

Vendor ID	VendorName	Days Old					Balance
		0 - 31	32 - 62	63 - 93	94 - 124	125 and Over	
ALLI29	ALLIED UNIVERSAL SECURITY	\$2,516.20	\$0.00	\$0.00	\$0.00	\$0.00	\$2,516.20
ATT05	AT-T	\$119.38	\$0.00	(\$1,410.08)	\$0.00	\$15,535.62	\$14,244.92
BRA90	BRAZEE ACE HARDWARE	\$314.58	\$0.00	\$0.00	\$0.00	\$0.00	\$314.58
CINT05	CINTAS CORPORATION #2	\$238.65	\$0.00	\$0.00	\$0.00	\$0.00	\$238.65
CLIF60	CLIFTON LARSON ALLEN LLP	\$8,505.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,505.00
CRA55	CRANE ENGINEERING SALES INC	\$1,500.10	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.10
CRE70	CRESCENT ELECTRIC SUPPLY CO.	\$55.96	\$0.00	\$0.00	\$0.00	\$0.00	\$55.96
CYMA	CYMA	\$0.00	\$1,629.62	\$0.00	\$0.00	\$0.00	\$1,629.62
EMS35	EMS INDUSTRIAL, INC.	\$1,906.10	\$0.00	\$0.00	\$0.00	\$0.00	\$1,906.10
EVE450	EVERGREEN POWER, LLC	\$1,055.60	\$0.00	\$0.00	\$0.00	\$0.00	\$1,055.60
FAIT15	FAITH TECHNOLOGIES, INC.	\$799.32	\$0.00	\$0.00	\$0.00	\$0.00	\$799.32
FILT10	FILTRATION SERVICES	\$331.20	\$0.00	\$0.00	\$0.00	\$0.00	\$331.20
HAWK35	HAWKINS, INC.	\$3,374.56	\$0.00	\$0.00	\$0.00	\$0.00	\$3,374.56
KRU20	KRUEGER TRUE VALUE HARDWARE	\$159.60	\$0.00	\$0.00	\$0.00	\$0.00	\$159.60
LOW25	LOWER FOXRIVER DISCHARGE ASSOC	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
MCM05	MCPAHON ASSOCIATES, INC.	\$3,045.50	\$1,915.50	\$0.00	\$0.00	\$0.00	\$4,961.00
MEN08	MENASHA ELECTRIC/WATER UTILITY	\$42,416.15	\$0.00	\$0.00	\$0.00	\$0.00	\$42,416.15
MID85	MIDWEST CONTRACT OPERATIONS	\$142,704.08	\$0.00	\$0.00	\$0.00	\$0.00	\$142,704.08
MUN40	MUNICIPAL ENVIRONMENTAL GROUP	\$2,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,250.00
NMA80	N & M AUTO SUPPLY	\$307.38	\$0.00	\$0.00	\$0.00	\$0.00	\$307.38
PACE05	PACE ANALYTICAL SERVICES, INC.	\$668.70	\$0.00	\$0.00	\$0.00	\$0.00	\$668.70
SMTM10	SMT MANUFACTURING & SUPPLY	\$62.88	\$0.00	\$0.00	\$0.00	\$0.00	\$62.88
SPEE15	SPEEDY CLEAN, INC.	\$5,040.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,040.00
VERI90	VERIZON WIRELESS	\$80.02	\$0.00	\$0.00	\$0.00	\$0.00	\$80.02
WEEN15	WE ENERGIES	\$5,606.47	\$0.00	\$0.00	\$0.00	\$0.00	\$5,606.47
WER55	WERNER ELECTRIC SUPPLY COMPANY	\$383.94	\$0.00	\$0.00	\$0.00	\$0.00	\$383.94
XYLEM	XYLEM WATER SOLUTIONS USA INC.	\$2,144.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,144.00
AGING TOTALS:		\$225,685.37	\$3,545.12	(\$1,410.08)	\$0.00	\$15,535.62	\$243,356.03
AGING PERCENTAGES:		92.74%	1.46%	-0.58%	0.00%	6.38%	

CASH & INVESTMENT REPORT

MARCH, 2023

INVESTMENTS

On March 31, 2023 the NMSC had funds invested in the following:

	<u>RATE</u>	<u>MATURITY DATE</u>	<u>TERM</u>			
Nicolet National Bank - ICS CDARS -	4.59%		daily	\$769,370	Repl	(Feb - 4.31%)
Nicolet National Bank - ICS CDARS -	4.59%		daily	\$107,613	Depr	(Feb - 4.31%)
Nicolet National Bank - ICS CDARS -	4.59%		daily	\$66,370	Op	(Feb - 4.31%)
Nicolet National Bank - ICS CDARS -	4.59%		daily	\$1,032	CWF-Int	(Feb - 4.31%)
Nicolet National Bank - ICS CDARS -	4.59%		daily	\$1,046	CWF-Debt	(Feb - 4.31%)
Community First Credit Union - CD -	1.05%	5/28/2023	16-month	\$80,244	Repl	
Community First Credit Union - CD -	1.94%	5/29/2023	36-month	\$81,400	Repl	
Community First Credit Union - CD -	1.25%	11/28/2023	36-month	\$111,981	Repl	
Nicolet - Money Market (Operations) -	0.01%		daily	\$1,001		(Feb = 0.01%)
Nicolet - Money Market (Depreciation) -	0.01%		daily	\$1,001		(Feb = 0.01%)
Nicolet - Money Market (Replacement) -	0.01%		daily	\$1,443		(Feb = 0.01%)
Nicolet - Money Market (CWF Debt) -	0.01%		daily	\$1,001		(Feb = 0.01%)
Nicolet - Money Market (Plant Upgrade) -	0.01%		daily	\$1,011		(Feb = 0.01%)
Nicolet - Plant Construction Checking -	0.00%		daily	\$1,000	Surplus	
Nicolet-Menasha - Checking -	1.00%		daily	\$581,357		(Feb = 1.0%)
State of Wisconsin Investment Pool -	4.62%		daily	\$6,050,016		(Feb = 4.54%)
Petty Cash on Hand -				\$100		
TOTAL INVESTMENTS				\$7,856,986		

RESTRICTED CASH BALANCES

On March 31, 2023 the NMSC had Restricted Cash Balances of:

	<u>MAR 2023</u>	<u>MAR 2022</u>	<u>CHANGE</u>
Replacement Fund (gl #125-40)	\$6,552,382	\$5,945,374	\$607,008
Depreciation Fund (gl #125-60)	\$172,401	\$219,086	(\$46,685)
Funds for Debt payment (prin. & int.)	\$1,166,908	\$1,060,452	\$106,456
Surplus Fund (gl #125-90)	\$30,782	\$38,546	(\$7,764)
TOTAL RESTRICTED CASH	\$7,922,473	\$7,263,458	\$659,015

UNRESTRICTED CASH BALANCES

On March 31, 2023 the NMSC had Unrestricted Cash Balances of:

	<u>MAR 2023</u>	<u>MAR 2022</u>	<u>CHANGE</u>
Plant Operations (gl #131-00)	(\$65,587)	(\$35,651)	(\$29,936)
Petty Cash (gl #131-10)	\$100	\$100	\$0
TOTAL UNRESTRICTED CASH	(\$65,487)	(\$35,551)	(\$29,936)
TOTAL CASH (Restricted & Unrestricted)	\$7,856,986	\$7,227,907	\$629,079

MCO GENERATED INCOME TO THE NMSC

	<u>MARCH</u>	<u>2023 YR-TO-DATE</u>	<u>2022 YR-TO-DATE</u>
Lab testing	\$1,029.98	\$3,153.94	\$3,281.94
Neenah sampling program	\$1,019.00	\$2,883.00	\$3,057.00
Other Income Generated	\$252.00	\$756.00	\$756.00
TOTAL ESTIMATED INCOME	\$2,300.98	\$6,792.94	\$7,094.94

Thru March, the Commission has received \$4,491.96 in reimbursement from MCO for the above listed income.



INVOICE

MIDWEST CONTRACT OPERATIONS, INC.
 PO BOX 50 LITTLE CHUTE, WI 54140
 PH FAX
 WWW.MCO-US.COM
 EIN NO 39-1601232

BILL TO: NEENAH-MENASHA SEWERAGE COMMISSION
 101 GARFIELD AVENUE
 MENASHA, WI 54952

Invoice Number: INV29582
 Date: 04/01/2023
 Amount Due: 142,367.48

PURCHASE ORDER	DUE DATE	TERMS
	05/01/2023	First of Month
Scope of Work: 2023 CONTRACT SERVICES		
Professional Services for the period ending: 05/31/2023		

Description	Contract Amount	Contract Term	Current Billed
1/01/2023 to 12/31/2023 SERVICES	1,444,390.93	1/01/2023 to 12/31/2023 SERVICES	120,365.91
Health Insurance			19,494.41
Liability Insurance			2,507.16
		Subtotal	\$142,367.48
		Total	\$142,367.48

Approved by

Paul Much

A 3.62% Convenience Fee is added to all credit card payments



INVOICE

MIDWEST CONTRACT OPERATIONS, INC.
PO BOX 50 LITTLE CHUTE, WI 54140
PH FAX
WWW.MCO-US.COM
EIN NO 39-1601232

BILL TO: NEENAH-MENASHA SEWERAGE COMMISSION
101 GARFIELD AVENUE
MENASHA, WI 54952

Invoice Number: INV29627
Date: 04/18/2023

CONTRACT #	CLIENT ID	PURCHASE ORDER	PAYMENT TERMS	DUE DATE
1108-0306	N001		Net 30	05/18/2023
CONTRACT:	B/S-Billable Mileage			
SCOPE OF WORK:	NMSC 2023 USE OF MCO VEHICLES			
March 2023, Monthly Services				

ACTIVITY	HOURS/QTY	RATE	AMOUNT
Mileage	730.82	0.65	475.03
		Subtotal	\$475.03
		Total	\$475.03

Approved by

Paul Much

A 3.62% Convenience Fee is added to all credit card payments

NEENAH-MENASHA SEWERAGE COMMISSION

AP Check Register (Current by Bank)

Check Dates: 03/01/2023 to 03/31/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: NNB-OP - NICOLET NATIONAL BANK					131-0000
139783	03/01/23	P	MEN08	MENASHA ELECTRIC/WATER UTILITY	\$244.98
139784	03/01/23	P	MID85	MIDWEST CONTRACT OPERATIONS	\$143,111.73
139785	03/14/23	P	AQUA15	AQUACHEM OF AMERICA INC.	\$25,850.00
139786	03/14/23	P	ATT05	AT-T	\$118.83
139787	03/14/23	P	BRA90	BRAZEE ACE HARDWARE	\$243.32
139788	03/14/23	P	CINC60	CINCINNATI INSURANCE COMPANY	\$21,980.00
139789	03/14/23	P	CINT05	CINTAS CORPORATION #2	\$471.12
139790	03/14/23	P	CRA55	CRANE ENGINEERING SALES INC	\$819.48
139791	03/14/23	P	DORN50	DORNER COMPANY	\$469.94
139792	03/14/23	P	HAYD30	HAYDEN WATER CO.	\$30.00
139793	03/14/23	P	INT28	INTEGRATED SOLUTIONS, INC.	\$859.20
139794	03/14/23	P	JHCO60	J & H CONTROLS, INC.	\$438.00
139795	03/14/23	P	JWC200	JWC ENVIRONMENTAL, INC.	\$28,976.15
139796	03/14/23	P	LSEL20	L&S ELECTRIC INC.	\$5,022.79
139797	03/14/23	P	MCM05	MCPMAHON ASSOCIATES, INC.	\$7,207.54
139798	03/14/23	P	MEN08	MENASHA ELECTRIC/WATER UTILITY	\$34,438.51
139799	03/14/23	P	MICR88	MICRONICS ENG FILTRATION GROUP	\$2,158.77
139800	03/14/23	P	NORT35	NORTH CENTRAL LABS OF WIS, INC	\$167.05
139801	03/14/23	P	PACE05	PACE ANALYTICAL SERVICES, INC.	\$455.80
139802	03/14/23	P	RATH40	RATHKE SERVICES LLC	\$900.00
139803	03/14/23	P	RHYM25	RHYME BUSINESS PRODUCTS	\$39.77
139804	03/14/23	P	VERI90	VERIZON WIRELESS	\$80.02
139805	03/14/23	P	WEEN15	WE ENERGIES	\$10,197.50
**139811	03/28/23	P	ALLI29	ALLIED UNIVERSAL SECURITY	\$9,804.80
139812	03/28/23	P	CHEM70	CHEMTRADE CHEMICALS US LLC	\$4,205.12
139813	03/28/23	P	DEMP75	DEMPSEY LAW FIRM, LLP	\$1,053.00
139814	03/28/23	P	EQU060	EQUIPMENT DPOT WISCONSIN, INC.	\$1,243.93
139815	03/28/23	P	GED020	GE DIGITAL LLC	\$7,516.21
139816	03/28/23	P	GFL040	GFL ENVIRONMENTAL	\$1,797.20
139817	03/28/23	P	GIZM55	GIZMO, LLC	\$16,516.50
139818	03/28/23	P	HAWK35	HAWKINS, INC.	\$3,135.90
139819	03/28/23	P	HAYD30	HAYDEN WATER CO.	\$334.50
139820	03/28/23	P	JHCO60	J & H CONTROLS, INC.	\$438.00
139821	03/28/23	P	LEV20	LEVENHAGEN OIL CORPORATION	\$1,763.57
139822	03/28/23	P	MEN08	MENASHA ELECTRIC/WATER UTILITY	\$173.14
139823	03/28/23	P	NEESD2	TOWN OF NEENAH S.D. #2	\$24,983.50
139824	03/28/23	P	NICO40	NICOLET NATIONAL BANK	\$3,120.15
139825	03/28/23	P	NMTR05	N & M TRANSFER CO., INC.	\$391.41
139826	03/28/23	P	NORT35	NORTH CENTRAL LABS OF WIS, INC	\$1,585.11
139827	03/28/23	P	PACE05	PACE ANALYTICAL SERVICES, INC.	\$1,420.70
139828	03/28/23	P	RHYM25	RHYME BUSINESS PRODUCTS	\$39.77
139829	03/28/23	P	ROCK85	ROCKET INDUSTRIAL, INC.	\$271.01
139830	03/28/23	P	STRA20	STRAIGHT SHOT EXPRESS	\$373.80
139831	03/28/23	P	SUP25	SUPERIOR CHEMICAL CORPORATION	\$429.99
139832	03/28/23	P	USCE45	U.S. CELLULAR	\$51.68
BANK NNB-OP REGISTER TOTAL:					\$364,929.49
GRAND TOTAL :					\$364,929.49

* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date) ; "A" - Application; "E" - EFT

** Denotes broken check sequence.

NEENAH-MENASHA SEWERAGE COMMISSION
PR Check Register (Current)

Check #	Batch	Date	Prd End	Type	Employee ID and Name	Amounts	
						Check	Direct Deposit
BANK: NICOLET NATIONAL BANK							131-0000
139806		03/14/23	03/31/23	Regular Check	XCB4 - BATES, FORREST T	\$184.70	\$0.00
139807		03/14/23	03/31/23	Regular Check	XCC6 - COBURN, STEPHEN C	\$184.70	\$0.00
139808		03/14/23	03/31/23	Regular Check	XCW5 - WEYENBERG, GREGORY P	\$92.35	\$0.00
139809		03/14/23	03/31/23	Regular Check	XCY5 - YOUNGQUIST, DALE A	\$124.70	\$0.00
139810		03/14/23	03/31/23	Regular Check	XCZ6 - ZIELINSKI, RAYMOND C	\$184.70	\$0.00
REGISTER TOTALS:						\$771.15	\$0.00
TOTAL FOR ALL REGISTERS:						\$771.15	\$0.00